

**CITY OF GLENDALE
JUDICIAL SELECTION ADVISORY BOARD**

THURSDAY, FEBRUARY 18, 2016

**Municipal Complex
5850 West Glendale Avenue
6:00 p.m. – Room B-2**

AGENDA

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES FROM NOVEMBER 17, 2015 MEETING
- III. OATH OF BOARD CHAIR CHRISTINA RUBALCAVA

Summary:

Christina Rubalcava was elected JSAB Chair in anticipation of the expiration of Judge Randall Warner's first one-year term as Chair on November 29, 2014, in accordance with JSAB by-laws. Christina Rubalcava's first term as Chair expires November 29, 2016. She is eligible to serve one additional one-year term as JSAB Chair.

Recommendation:

Administration of Oath.

- IV. OATH OF BOARD VICE CHAIR DR. FRANK SISTI

Summary:

The Board elected Dr. Frank Sisti to serve as Vice Chair, in accordance with JSAB by-laws. Dr. Frank Sisti's first term as Vice Chair expires November 29, 2016. He is eligible to serve one additional one-year term as JSAB Chair.

Recommendation:

Administration of Oath.

- V. BOARD ORGANIZATION

Summary:

Chair Christina Rubalcava announced she will be vacating her position on the Board with the conclusion of this evening's meeting. In accordance with JSAB bylaws, a vacancy in the office of chair caused other than by the expiration of a term shall be filled by the vice chair for the remainder of the unexpired term. Therefore, current Vice Chair Dr. Frank Sisti shall become the JSAB Chair immediately upon Ms. Rubalcava's departure. Dr. Sisti's initial term as Chair will expire November 29, 2016. He is eligible for two additional one-year terms.

VI. BOARD ORGANIZATION

Summary:

Board members will discuss and vote on a Vice Chair of the Judicial Selection Advisory Board to fill the vacancy created by Dr. Frank Sisti. The term shall be for one year.

Recommendation:

Nominate and vote for Vice Chair of the Judicial Selection Advisory Board.

VII: PRESENTATION OF IN-HOUSE COLLECTION PROCESS FOR JSAB SURVEY RECIPIENT LISTS

Summary:

At the Board's request, court staff and Human Resources staff met to more clearly define how JSAB survey recipient lists will be compiled for use in JSAB reappointment surveys.

Recommendation:

Judge Finn will explain the written process for collecting recipient names for surveys and the criteria used by court staff to collect them. Board Members will take information under consideration.

VIII. RECOGNITION OF OUTGOING MEMBERS JUDGE RANDALL WARNER, JUSTICE ANN SCOTT TIMMER AND CHAIR CHRISTINA RUBALCAVA

IX. PUBLIC COMMENT:

At this time the Board will hear comments from the public. However, the Board may not discuss or consider items not appearing on the agenda unless an actual emergency exists.

X. STAFF REPORT

XI. BOARD COMMENTS

XII. CALL FOR FUTURE MEETING

The Board will meet next in July or August 2016.

XIII. NEW BUSINESS

XIV. ADJOURNMENT

FOR SPECIAL ACCOMMODATIONS

Please contact Katie Douglas at 623-930-2876, or 930-2197 (TDD), at least three days prior to the meeting for special accommodations.